



Dear Twenty-Second Congressional District Student,

Thank you for taking the time to contact my office regarding your interest in seeking a Congressional nomination to one of the United States military service academies. As the proud mother of a graduate of the United States Naval Academy, I am encouraged by your interest in attending one of these fine academies, and your desire to serve as an officer in this Nation's military.

I have enclosed a nomination application packet for your convenience. This packet includes an application, which requires an essay (two pages or less) for you to explain why you want to attend the academy and serve as an officer in the Armed Forces, and a photograph.

In addition, three letters of recommendation are required, and there are recommendation forms included in your packet to help guide your recommender with their letter (the form can be submitted on its own, or a letter on letterhead can be provided by the recommender in lieu of the form). One letter of recommendation must be from a recommender who has knowledge of your academic work, be it a teacher, counselor or principal. ***Please note that all letters of recommendation should be from someone that knows you personally, as these letters are given great consideration by my Academy Committee.***

In the fall of your senior year, please speak with your guidance counselor, as I will need a transcript of your coursework which includes the classes you will be taking your senior year.

Once your packet is complete, please mail it to my Utica District Office, 430 Court Street, Suite 102, Utica, New York, 13502. **ALL INFORMATION MUST BE RECEIVED TO MY OFFICE BY THE CLOSE OF BUSINESS ON MONDAY, NOVEMBER 1, 2021. NO EXCEPTIONS WILL BE MADE.**

In addition to applying for a Congressional nomination through my office, if you have not already done so, you will need to apply directly to the academy you are interested in attending as well. For information on how to apply to the academy, please visit the following:

- United States Air Force Academy: www.academyadmissions.com
- United States Merchant Marine Academy: www.usmma.edu
- United States Military Academy: www.usma.edu
- United States Naval Academy: www.usna.edu

After your application is received in October, your file will be reviewed by my independent, non-partisan Academy Committee, which is comprised of Veterans, educators and community leaders from the 22nd Congressional District. My office will also schedule you for an interview with the Academy Committee in the weeks after my application deadline. Once all of the files have been reviewed and the students interviewed, the Academy Committee will meet before the Holidays to make recommendations to me for nominations to the military service academies.

Thank you again for taking the time to contact me and for exploring this excellent opportunity for not just a world-class education, but for an opportunity to serve and lead this Nation's military.

Please do not hesitate to contact my Utica District Office with any questions or concerns you may have.

Sincerely,

A handwritten signature in black ink that reads "Claudia Tenney". The signature is written in a cursive, flowing style with a long, sweeping tail on the letter "y".

Member of Congress